

**Application for Plat Approval**  
**Department of Planning, Zoning Codes**

Check One:

Preliminary Plat        ☐       Revised        ☐

Final Plat                ☐       Revised        ☐

Replat (Resubdivision)

Filing Fee \$ \_\_\_\_\_

**PZC USE ONLY**

Date of Application:

Proposed ADRC Meeting:

Proposed PZC Meeting:

Received by: \_\_\_\_\_

Name of Plat: \_\_\_\_\_

Location: \_\_\_\_\_

Owner: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone # \_\_\_\_\_ Fax # \_\_\_\_\_

Request Variances or Waivers  
of the Subdivision Regulations    ☐ No    ☐ Yes (if yes specify) \_\_\_\_\_

Reason for requesting this waiver: \_\_\_\_\_

Proposed Use: \_\_\_\_\_

Proposed Number of Lots: \_\_\_\_\_ Total Acreage \_\_\_\_\_ (sq. ft. or acres)

Proposed Water Source: \_\_\_\_\_

Proposed Method of Sewage Collection/Treatment: \_\_\_\_\_

Located in Flood Hazard area:    ☐ Yes        ☐ No

New Streets:    If so, list three names for each one: \_\_\_\_\_

Indicate if streets are public or private: \_\_\_\_\_

## **FEES SCHEDULES:**

**Apartment Development/** \$500 + \$12 per lot/unit \* (1/2 of fee at Preliminary / 1/2 of lot/unit  
**Commercial Development** fee at Final)

**Residential Development** \$300 + \$12 per lot/unit \* (1/2 of fee at Preliminary / 1/2 of lot unit  
fee at Final)

The following fees required when changes are made to a plat that has been filed with the Commission.

Revised Plats \$350  
(Not recorded with Clerk of Court)

Replat \$350  
(Recorded with Clerk of Court)

Recording fees, required at time of Final Plat application-\$50/plat and \$5/page for each 8" by 14" page(s).

# AFFIDAVIT OF OWNERSHIP

To be completed by owner:

I, \_\_\_\_\_, HEREBY DECLARE THAT I AM THE SOLE OWNER,  
(Please Print)

OR HAVE LEGAL POWER OF ATTORNEY, IN WHICH CASE SAID POWER OF ATTORNEY OR A CERTIFIED COPY OF THEREOF IS ATTACHED HERETO, TO REQUEST THE SUBDIVISION APPROVAL ON THE SUBJECT PROPERTY, AND I UNDERSTAND THAT THE MISREPRESENTATION OF SUCH OWNERSHIP AND/OR AUTHORITY, EITHER BEFORE OR AFTER FINAL PLAT APPROVAL, MAY CAUSE THE DENIAL OR VACATION OF SAID SUBDIVISION.

I HEREBY AUTHORIZE \_\_\_\_\_ TO ACT IN MY CAPACITY AS MY  
(Please Print)

AS MY AGENT FOR THE REPRESENTATION AND/OR PRESENTATION OF THIS REQUEST AND I UNDERSTAND THAT IT IS NECESSARY FOR ME OR MY AUTHORIZED AGENT TO BE PRESENT AT THE HEARING EXAMINER MEETING AND/OR THE PLANNING COMMISSION MEETING.

Signature of owner:\_\_\_\_\_Date:\_\_\_\_\_

To be completed by Applicant/Developer:

I CERTIFY THAT ALL INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND THAT I UNDERSTAND MY RIGHTS UNDER THE APPEAL PROCESS.

Applicant ' s Name: \_\_\_\_\_  
(Please Print)

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

////////////////////////////////////

APPEALS OF A PLANNING COMMISSION ACTION MUST BE MADE TO THE APPLICABLE GOVERNING BODY IN ACCORDANCE WITH THAT BODY'S ADOPTED POLICY. PLEASE CONTACT THE PLANNING COMMISSION STAFF FOR COPIES OF THE APPEAL PROCEDURES.

## **MINIMAL GRAPHIC REQUIREMENT**

### **A. SUBMITTAL REQUIREMENT**

- Twenty (20) copies of the plat, size 24" x 36" (only), folded to 9" by 12" with the lower right hand corner of the plat facing out. (More copies may be required after technical review.)
- One (1) 8" x 11" reduction of the plat
- Completed application form (including owner=s signature)
- Required filing fees
- Adjacent Property Owners, Owner/Developers and Surveyors names typed on mailing label
- Site Plan (if applicable)

### **B. GRAPHIC REQUIREMENTS**

- Proposed plat name and type
- Legal description
- Number of lots/units (as separate entry)
- Total Acreage (as separate entry)
- Minimum frontage (as separate entry)
- Minimum lot size (as separate entry)
- Vicinity Map with North Arrow oriented the same as the plat
- Names, address, and telephone numbers of the property owner(s)
- Names, address, and telephone numbers of the developer(s)
- Names and address of adjacent property owners
- Scale of plat - written and graphic
- North Arrow
- Date of Preparation
- Existing and proposed street names
- Dimensions of all lots to the nearest foot
- Lots and blocks numbered consecutively
- Existing buildings, roads, easements power lines, gas lines, and all features located in and abutting the plat
- All curve data
- Bearings of all lot lines
- Distance from nearest intersection
- Surveyor ' s stamp
- Surveyor ' s signature

**These are minimal requirements which must be provided for the acceptance of an application. By no means are these the only requirements for plat approval. This list is not a substitute for the Subdivision Regulations.**

STATE OF LOUISIANA  
PARISH OF LAFAYETTE

**ACT OF DEDICATION OF SERVITUDE(S)**

BE IT KNOWN, that on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ before me, the undersigned Notary Public, duly commissioned and qualified as such in and for the aforesaid Parish and State, and in the presence of the undersigned competent witnesses, personally came and appeared:

\_\_\_\_\_  
who, after being first duly sworn, did depose and declare that:

Appearer is the owner of certain property more fully described as follows, to wit: That certain parcel of ground, together with all improvements thereon, and all rights, ways, privileges, servitudes, advantages and appurtenances thereon and thereunto appertaining to be known and declared as \_\_\_\_\_ Subdivision, Phase \_\_\_\_\_, located in the City and/or Parish of Lafayette as shown and set forth in that certain plat of survey prepared by \_\_\_\_\_, Registered Land Surveyor, dated the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_, a copy of which is attached hereto and made a part hereof.

Appearer has submitted the hereinabove referenced plat of survey to the Lafayette City-Parish Department of Planning, Zoning and Codes in order to have plat approval issued by said Department. In connection therewith and in order to obtain such approval, Appearer does by these presents dedicate, create and establish exclusively in favor of the City-Parish, for the ultimate benefit of the public and any other persons, entities or estates who are given authority by the City-Parish to use same or who as a result of this dedication may derive any benefit therefrom, any and all rights of way, rights of passage, utility servitudes, drainage servitudes, and all other items shown on the plat of survey referenced herein.

Appearer declares that in connection herewith, Appearer grants a perpetual predial servitude(s) in favor of the City-Parish and such other persons, entities or estates who are given authority by said Government to use the servitudes, rights of passage, rights of way and other items shown on the attached plat of survey, or who may as a result of this grant of servitude derive any benefit therefrom, and in connection therewith agrees that the City-Parish and any such individuals, entities and estates as are authorized by the City-Parish shall have access to said servitudes for the purpose of constructing, repairing, maintaining, upgrading, improving or otherwise operating any and all utility, drainage and other improvements, and in connection therewith, may, within the confines of said servitudes as shown on the plat, clear brush, trees and other items or obstacles as may interfere with the free use of said servitudes; construct drainage, electric, sewer, and water and other utility facilities; remove all obstacles which would hamper or preclude the exercise of the servitude; and otherwise have full access for the purpose of utilizing and maintaining the servitudes and any improvements hereafter or heretofore constructed therein, or thereon. Appearer agrees to provide for the perpetual maintenance of any and all drainage ditches, including roadside ditches and other sewage receptors of effluent and other discharges from any and all sewer systems, to the extent they have not been accepted for maintenance by Lafayette Consolidated Government, on the property within the subdivision and to perform and have performed all actions necessary to maintain, clean, clear or improve said waste water discharge as necessary and/or required by law.

In connection with the exercise of the use of the servitudes created hereby, the City-Parish, for the ultimate benefit of the public and any other persons, entities or estates, shall have such access as is appropriate or reasonably necessary, both within and without the actual confines of the servitudes, as same are shown on said plat, to access said servitudes in order to maintain same, improve same, construct appropriate improvements, structures and appurtenances with regard thereto, in accordance with the relevant provisions of the Louisiana Civil Code, and in particular Article 745 thereof.

The purpose of this Act is to dedicate to the City-Parish, for the ultimate benefit of the public, all utility servitudes, rights of way and other matters as reflected on the plat of survey and to provide for the use and enjoyment of same by the public. In that regard, however, this dedication is made in favor of the City-Parish, which will have full authority to regulate the use of said servitudes, rights of way, rights of passage and other items shown on said plat. The servitudes shall be subject to full use by the Lafayette City-Parish Consolidated Government and those authorized by it for the purposes for which they are intended by those having the need or responsibility of providing utilities, drainage or other services to the properties or estates to be serviced or benefited by said servitudes, whether contiguous or not.

THUS DONE AND PASSED on the date first hereinabove written, before me, Notary, and in the presence of the undersigned competent witnesses, after due reading of the whole.

WITNESS:

\_\_\_\_\_  
  
\_\_\_\_\_